



**APPROVED MINUTES**  
**SUNNYVALE HOUSING & HUMAN SERVICES**  
**COMMISSION**  
**DECEMBER 13, 2006**

The Housing & Human Services Commission met in a special session in the West Conference Room at 456 W. Olive Ave., Sunnyvale City Hall, Sunnyvale, CA 94086 on December 13, 2006 at 7:08 p.m. with Vice Chair Timothy Persyn presiding.

**ROLL CALL**

**Commission Members Present:** Vice Chair Timothy Persyn, Commissioners Ann Andersen, Micki Falk, Damon Kali, Charles Keeler and Patrick Meyering

**Commission Members Excused Absent:** Chair James Callan

**Commission Members Unexcused Absent:** None

**Staff:** Annabel Yurutucu, Housing Officer and Victoria Chambers, Housing Senior Office Assistant

**PUBLIC ANNOUNCEMENTS**

None

**CONSENT CALENDAR**

None.

**CITIZENS TO BE HEARD**

None.

**PUBLIC HEARINGS/GENERAL BUSINESS**

**A. Discussion to Correct Actions Concerning Absences**

Vice Chair Persyn commenced discussion of amending the October 25, 2006 meeting minutes.

The Housing Officer explained the process that must be taken to reflect a reverse action in the meeting minutes. An action to make a motion must be made to excuse an absence. Therefore, the Commission must make a motion at the current meeting to excuse Commissioner Meyering's absence at the October 25<sup>th</sup> meeting.

Commissioner Meyering felt that a violation to the Brown Act had been made, and presented an explanation as to how the violation had been made.

The Housing Officer stated that Commissioner Meyering should inquire with the City Attorney as to whether or not the Brown Act was violated.

Vice Chair Persyn asked Commissioner Meyering how he would like to resolve this issue.

Commissioner Meyering would like to continue this issue to the next meeting with the minutes from the November 15, 2006 meeting available for review with all commission members present, as well as the City Attorney and the City Manager.

The Housing Officer clarified her point in what must be done to correct the action taken to approve Commissioner Meyering's absence from the October 25<sup>th</sup> meeting.

Vice Chair Persyn asked what the other Commissioners felt should be done at this point so that an action could be made.

Commissioner Andersen moved that the suggestion made by the Housing Officer be voted on.

Commissioner Keeler asked the Housing Officer if a normal procedure was simply being clarified.

The Housing Officer stated that the Commission determined at the October meeting that there was an unexcused absence. At the second meeting in November, the Chair made a direction to staff to revise/amend the minutes of the October meeting; however, no action was taken. If the Commission wishes to excuse the absence, a motion should be voted on at this meeting, and the October minutes will be modified to indicate a revision has occurred.

**Commissioner Andersen made a motion to excuse Commissioner Meyering's absence, and mark the October minutes as revised and to note that. Commissioner Keeler seconded.**

There was discussion of what processes must be followed to revise minutes.

Vice Chair Persyn stated that there was discussion of this motion and that the Commission needs to vote on the motion.

**Motion carried 4 – 1, Commissioner Meyering opposed and Commissioner Kali abstaining.**

**B. Presentation by Mid-Peninsula Housing Coalition Staff for Funding of an Affordable Housing Project**

The Housing Officer introduced Fran Wagstaff, Executive Director of Mid-Peninsula Housing Coalition (MPHC), and Keri Lung, Development Planner with MPHC.

Ms. Wagstaff gave brief background on the agency, and stated the agency's mission statement. A PowerPoint presentation was also given to show the Commission pictures of various properties developed or rehabilitated by MPHC.

Ms. Wagstaff explained that a broker brought the 662 Garland Avenue property to the attention of MPHC. The neighboring site is the County Health Clinic, parking for the residents may be available at the nearby PG&E easement, and a park is also located nearby.

Ms. Wagstaff showed the Commission examples of other MPHC rehabilitation projects to show potential for the Garland site.

Ms. Lung explained some details about the property acquisition, and also showed how larger, future affordable housing developments may be possible through this acquisition.

Housing Officer stated that some Commission members may recall that the County asked for a vacation of the right-of-way through their property, prior to commencing construction. At that point in time, it was discussed with the Commission that the City was aggressively seeking air rights or ground lease from the County in order to have senior housing constructed on whatever land was available on the County site. The City is currently in active discussion with the County on the negotiations of air rights/ground lease for the unused portion of the site, which shares a common property line with 662 Garland Avenue.

Discussion of the current property use and planned property use ensued.

Vice Chair asked if there were questions from the Commission.

Commissioner Falk asked if the County clinic is needed.

The Housing Officer affirmed and stated that the County made a decision through a bond issue several years ago, and acquired several million dollars to build this clinic.

Ms. Lung and the Housing Officer stated the various amenities of this location.

Commissioner Kali asked about the acquisition rehabilitation pro forma given. He asked whether those units will be preserved at that rental rate indefinitely, or if there is a timeframe to provide the low-income housing, and eventually move to market-rate rents.

Ms. Wagstaff stated the rents will be gradually lowered to be available for low-income residents, but the residents' incomes must be verified.

Housing Officer stated how the rents would be calculated, so that very low-income people are targeted.

Commissioner Keeler asked what fund contains the \$2 million dollars. The Housing Officer stated that the funding is in Fund 70-100, the Housing Mitigation Sub-Fund, which currently has a balance of \$6.9 million dollars.

Vice Chair Persyn asked what will happen to the current residents. Ms. Lung explained that those residents will be permitted to stay in the units, as long as they are low income.

Vice Chair Persyn asked if there were any questions from the Commission.

Commissioner Keeler made several positive comments of MPHC and of MPHC's relationship with the City and proposed a motion for City Council to enthusiastically endorse this project.

Vice Chair Persyn clarified that this should be deferred to Agenda Item C and asked if the Commission would like to move to Agenda Item C.

Ms. Lung and Ms. Wagstaff left the room to allow the Commission further discussion of this item.

**C. Discussion and Recommendation to Council on the Proposal for an Affordable Housing Project**

The Housing Officer stated that the appraisal of 662 Garland Avenue will have been obtained by the time the report goes to Council. The timing did not allow the appraiser to complete the appraisal before this meeting.

Commissioner Keeler stated that the location of the property is great.

Staff will go to Council with a staff report on January 9<sup>th</sup>. The agency did homework in researching the possibility of this project and the outcome in the worst-case scenario.

Commissioner Falk asked why this agency needs funding from Sunnyvale, as opposed to financing it themselves.

Housing Officer stated that the City's goal is to create affordable housing for its residents, and these funds are specifically targeted to that goal.

**Commissioner Keeler made a motion that the Commission enthusiastically encourages Council to approve the loan for this property.**

**Motion carried 6-0.**

**Commissioner's Oral Comments:**

None.

**Staff Comments:**

The Housing Officer stated that staff will be preparing a report to Council for January 9<sup>th</sup> regarding the MPHC's request for a loan for 662 Garland Avenue.

Staff will email the report to the Commission when permitted to do so.

**INFORMATION ONLY ITEMS**

None.

**ADJOURNMENT**

Vice Chair Persyn adjourned the meeting at 8:10 PM.

Respectfully submitted,

Annabel Yurutucu  
Housing Officer